

**NORTHERN IRELAND POLICING BOARD**

**MINUTES OF MEETING OF RESOURCES COMMITTEE HELD ON THURSDAY 21  
MAY 2020 AT 2PM AT THE NORTHERN IRELAND POLICING BOARD,  
WATERSIDE TOWER**

**PRESENT:** Mr Gerry Kelly MLA (Chair)  
Dr Janet Gray (Vice-Chair)  
Mr John Blair MLA  
Mr Tom Buchanan MLA  
Mr Trevor Clarke MLA\*  
Mr Seán Lynch MLA  
Mr Colm McKenna\*  
Mr Frank McManus\*  
Ms Deirdre Toner

**EX OFFICIO BOARD MEMBER  
IN ATTENDANCE:** Dr Tom Frawley Board Vice-Chair\*

**ABSENT:** Mr Alan Chambers MLA

**POLICE SERVICE  
OF NORTHERN  
IRELAND IN  
ATTENDANCE** (1) Mr Mark McNaughten, T/Executive Director of  
Finance, Support Services and Human Resources\*  
(1) Mrs Denise Teer, T/Head of Finance\*  
(2) Ms Yvonne Cooke, PSNI Head of Human Resources\*

**OFFICIALS IN  
ATTENDANCE:** Mrs Amanda Stewart, Chief Executive  
Ms Aislinn McGuckin, T/Director of Police  
Administration  
Ms Jenny Passmore, Director of Performance  
Four Board Officials

\*Attended Meeting via Video Conference Facility

**(1) Part item 7.6 and item 7.7  
(2) Item 7.8**

## 1. ELECTION OF VICE CHAIR

The Chair welcomed new Members Dr Janet Gray, Mr Colm McKenna, Mr Frank McManus and Ms Deirdre Toner to the meeting. The Chair acknowledged the positive contribution of the Committee Members whose tenure as Board Members ended on 31 March 2020. In particular the Chair placed on record his thanks to Mrs Wendy Osborne, the most recent Committee Vice-Chair.

The Chair noted that due to Mrs Osborne's departure a new Committee Vice-Chair had to be appointed.

The T/Director of Police Administration presented a paper which outlined the process to appoint a new Committee Vice-Chair, and noted that one nomination had been received – Dr Janet Gray. No further nominations were received for the position. As such, a vote took place and Members voted unanimously in favour of Dr Janet Gray being appointed Vice-Chair of the Committee.

It was **RESOLVED:-**

- That Dr Janet Gray be appointed Vice-Chair of the Northern Ireland Policing Board's Resources Committee.

## 2. APOLOGIES

No apologies were received.

The Committee agreed the agenda for the meeting.

### 3. CONFLICTS OF INTEREST

The Chair asked Members to declare any conflicts of interests arising from the agenda. No conflicts of interest were declared. NOTED.

### 4. DRAFT MINUTES OF MEETING HELD ON 19 MARCH 2020

The Committee considered the draft minutes of the Committee meeting held on 19 March 2020.

It was **RESOLVED**:

- That the draft minutes of the Committee meeting held on 19 March 2020 be approved.

### 5. UPDATE ON ACTION LOG

Members noted the following updates on the action log. The previous Resources Committee to which each action relates is provided for reference in brackets beside each Action Point:

#### **Action Point 1 (19 March 2020)**

Members noted that the minutes had been updated as requested and it was agreed that the action point should be closed.

#### **Action Point 2 (19 March 2020)**

Members noted correspondence received from Department of Justice (**DoJ**) Permanent Secretary dated 18 March 2020 regarding the 2020/21 Budget Settlement. This letter was included for Members information at agenda item 6.1. Members were also informed that the 2020/21 Budget would be discussed

later in the meeting at agenda item 7.6. It was therefore agreed that the action point should be closed.

**Action Point 3 (19 March 2020)**

Members noted the previously discussed establishment and objectives of two sub-groups of the Committee to progress two Police Administration cases. Each sub-group is to be comprised of three Committee Members.

It was **RESOLVED** that:

- Dr Janet Gray, Mr Gerry Kelly, Mr Seán Lynch, Mr Colm McKenna, Mr Frank McManus, and Ms Deirdre Toner would each join one of the two sub-groups. Members of the two Committee sub-groups would thereafter consider the cases presented to them and make a recommendation to the Resources Committee.
- Board Officials, with input from the Committee Chair, will confirm in due course with the aforementioned six Committee Members which of the two sub-groups they have been placed.

It was agreed that the action point may be closed on the action log.

**Action Point 4 (19 March 2020)**

Members noted that the proposed submission to the Police Remuneration Review Body was recommended for submission by the Committee Chair to the Board at the meeting on 7 May 2020 and it was agreed that the action should be closed.

**Action Point 5 (19 March 2020)**

Members noted that the approval to purchase land adjacent to the PSNI station at Waterside had been communicated to the DoJ and the PSNI and it was agreed that this action should be closed.

The T/Director of Police Administration provided an update to Members about communication with PSNI's Estate Services Business Unit (ESBU) about the timely provision of information to the Committee to enable it to make PSNI estate related decisions. The T/Director of Police Administration also provided an update on the ongoing work between Board Officials and PSNI Officials to draft a Joint Estates Protocol. This update was related to a number of open actions on the action log. However due to various issues to include, the ongoing Covid-19 situation as well as the recent passing of the Head of ESB, work was taking longer to progress. In light of same, Members agreed to allow ESB further time to work on the various outstanding Estates related actions to include providing documentation and information for input into the draft Joint Estates Protocol.

**Action Point 6 (19 March 2020)**

Members noted that Officials continued to follow up with the PSNI about the request to make a charitable donation above the Chief Constable's delegated authority limit to the Police Arboretum Memorial Trust. Officials confirmed that a paper would be brought to the Committee meeting on 18 June 2020 for further consideration in respect of this matter.

**Action Point 7 (19 March 2020)**

Members noted that a donation to the Police Treatment Centres had been approved at Committee meeting on 19 March 2020 however further information this donation had been requested from the PSNI. Officials confirmed that PSNI's response would be brought to the Committee for information purposes when received.

**Action Point 8 (19 March 2020)**

Members noted that further information about the PSNI's capital spend and an update on the sale of land at Desertcreat was to be requested from the PSNI, and would be brought to the Committee for further consideration once received

**Action Points 3 and 4 (20 February 2020)**

Members noted that both of these actions related to PSNI secondments. Members also noted that at Committee meeting on 19 March 2020 the Committee refused to consider PSNI secondment requests at that time due to the escalating COVID-19 situation and the subsequent implications on international travel.

Members noted, in an update from the PSNI, that they seek to recommence secondments again in/around September 2020. The Board's T/Director of Police Administration confirmed that PSNI was seeking confirmation from the Committee as to whether it would consider new secondment requests under *Section 8 of the Police (Northern Ireland) Act 2000*, and, if so, what additional information would the Committee require in light of requests which were being made against the backdrop of the ongoing Covid-19 pandemic. Members discussed the Board's duty of care to PSNI staff and officers and it was agreed that while the Committee would consider PSNI secondments at a future date, it would not be possible to consider a request for travel in September at the Committee meeting in June 2020 due to the continued uncertainty around international travel and COVID-19. Members therefore agreed that Board Officials should return to PSNI to confirm, in light of the ongoing Covid-19 situation, that it would not be possible to consider any secondment requests until later in the year, and closer in time to the date of travel.

**Action Points 5 and 6 (20 February 2020)**

Members noted that action points 5 and 6 related to the drafting of a Joint Estates Protocol which had been discussed earlier in the meeting.

### **Action Points 8 and 9 (20 February 2020)**

Members noted that PSNI's Head of Human Resources had provided a written update on both actions which had been considered at the Committee meeting held on 19 March 2020. It was agreed that the actions would remain open until a complete response and the requested information was received from the PSNI's Head of Human Resources.

### **Action Points 10 and 11 (20 February 2020)**

Members noted that both actions related to information within the PSNI HR Dashboard and that the PSNI's Head of Human Resources had provided a written response to the Committee which was discussed at the meeting on 19 March 2020. It was agreed that both actions should be closed.

### **Action Point 12 (20 February 2020)**

Members noted that the PSNI T/Director of Finance and Support Services had been asked at the Committee meeting held on 20 February 2020 to provide a review of efficiency of the PSNI's actual capital spend during the 2019/20 financial year, and he had indicated that it would be submitted to the Committee once completed and around May or June 2020. Members were advised that they could ask the PSNI T/Director of Finance and Support Services for an update on this report once he appeared later in the afternoon via Zoom.

### **Action Points 2 and 3 (23 January 2020)**

Members noted that further information was being requested from the PSNI in relation to the discretion to extend full pay when entitled to half pay and the PSNI's process for exit interviews. It was noted that the T/Director of Police Administration had requested the further information from the PSNI in correspondence dated 21 February 2020 but a response had not been received. Officials continued to follow-up with the PSNI seeking a response to

the correspondence, and it would be brought to the Committee for further consideration once received.

**Action Point 1 (21 November 2019)**

Members noted that this action related to the drafting of a Joint Estate Protocol which had been discussed earlier in the meeting.

**Action Point 3 (19 September 2019)**

Members again noted that this action related to the drafting of a Joint Estate Protocol which had been discussed earlier in the meeting.

**Action Point 10 (19 September 2019)**

Members noted that this action, which related to the retirement of PSNI officers, was partially addressed at the Committee meeting on 20 January 2020 but Officials continued to seek a complete response to the action from the PSNI's Head of Human Resources, which would be brought to the Committee once received.

**6. CHAIR'S BUSINESS**

**6.1 Correspondence from Peter May (DoJ) to Amanda Stewart (NIPB) – 2020/21 Budget Settlement.**

Members noted correspondence from the DoJ Permanent Secretary dated 18 March 2020, and that the 2020/21 Budget would be discussed in further detail later in the meeting at agenda item 7.6.

**6.2 Correspondence between NI Police Federation and Aislinn McGuckin (NIPB) – Medical Assessments for serving and retired officers**

Members noted email correspondence dated 15 May 2020.



### **6.3 Issues Arising from Audit & Risk and Performance Committees**

The Chair updated Members on issues that had been discussed at the Board's Performance Committee on 14 May 2020 which were also related to Resources Committee matters. At Performance Committee on 14 May 2020, the PSNI's procurement of spit and bite guards in early 2020, prior to the outbreak of COVID-19, was brought to the Committee's attention. It was noted that the procurement and use of spit and bite guards would be considered 'novel, contentious and repercussive.' It was further noted that both the Board and the DoJ should have been consulted prior to the procurement of the spit and bite guards however prior approval was neither sought nor obtained by PSNI from either the Board or DoJ. Members agreed that they would need to keep a focus on this issue to include in particular the governance arrangements around any similar procurement issues.

Members noted the recent media reports of PSNI officers not reporting for scheduled shifts in Derry/Londonderry and that a PSNI Professional Standards (Discipline) inquiry was underway and that a report would be provided to the Board on completion of the inquiry.

The Chair updated Members on the discussion of PSNI Direct Award Contracts (DACs) at the Board's Audit and Risk Assurance Committee (ARAC) on 14 May 2020. The Chair noted that ARAC Members had asked Officials to follow-up with PSNI to obtain more information about PSNI DACs and that information would be brought to Resources Committee for consideration as PSNI DACs were the primary responsibility of the Resources Committee.

## **7. COMMITTEE BUSINESS**

### **7.1 Resources Committee Annual Report 2019/20**

The T/Director of Police Administration presented to the Committee a report which summarised the Committee's work throughout 2019/20 and noted that if the Committee were agreeable it would be submitted to the Board and used to support the preparation of the Annual Report and Financial Statements for the year ended 31 March 2020.

It was **RESOLVED** that:

- The Resources Committee Annual Report 2019/20 be submitted to the Board and used to support the preparation of the Annual Report and Financial Statements for the year ended 31 March 2020.

## **7.2 Amendments to the *Police Trainee Regulations (Northern Ireland) 2001***

The T/Director of Police Administration presented to the Committee a paper which summarised the recent emergency amendments to the *Police Trainee Regulations (Northern Ireland) 2001* (the **amended Regulations**) as a result of COVID-19, and noted that the amended Regulations had not been enacted in legislation.

During discussions, Members discussed the risk management of the amended Regulations and noted that because they had not utilised there was no current risk to manage. Members also noted that should the Chief Constable need to rely on the amended Regulations at some stage in the future during the emergency Covid-19 period it would be for the PSNI's ARAC to monitor any potential risk through PSNI'S governance and internal control processes as well as for the Board to consider via Performance Committee in the first instance.

## **7.3 NIAO Report – Reducing Costs in the PSNI**

The T/Director of Police Administration presented a paper updating Members of the publication of the Northern Ireland Audit Office's (NIAO) report on reducing costs within the PSNI, and noted that Deputy Chief Constable Hamilton would attend the next Committee meeting on 18 June 2020 to brief Members on the NIAO Report and the PSNI's response.

Members discussed the importance of benchmarking the PSNI against other UK Police Services to ensure that learning from other Police Services was being completed in the correct way. Officials noted that Her Majesty's Inspectorate of Constabulary and Fire and Rescue Services (HMICFRS) had recently completed their 2019/20 inspection in the areas of Effectiveness, Efficiency and Legitimacy the PSNI which may provide some benchmarking information but that the final 2019/20 Inspection Report was not expected to be available for approximately six weeks. The T/Director of Police Administration agreed to review previous HMICFRS Reports of the PSNI for relevant benchmarking information and report back to the Committee. (AP1)

#### **7.4 Chief Constable Remuneration**

A confidential note of this item is contained at **APPENDIX A** which is deemed OFFICIAL-SENSITIVE.

#### **7.5 NIPB Management Accounts and Financial Information to the end of April 2020**

Officials presented a paper updating Members on the Board's Management Accounts for the period ending April 2020. Members noted the underspend and the breakdown provided on underspend per area within the Organisation.

## 7.6 NIPB & PSNI 2020/21 Budget

Officials presented to the Committee details of the Board's 2020/21 Budget as had been received from the DoJ noting that the 2020/21 draft Budget had been presented to the Senior Management Team (**SMT**) and included a number of strategic assumptions as outlined within the paper.

It was **RESOLVED** that:

- The proposed 2020/21 Northern Ireland Policing Board Budget be recommended to the Board for approval.

Officials further presented details of the PSNI's 2020/21 budgetary requirements to the Committee noting that the Board was required to approve the PSNI's budget.

Members noted that the documentation received from PSNI took the form of a draft Resource Plan for the financial year 2020/21 which detailed the PSNI's resourcing requirement for the financial year. This plan was based on a one year funding settlement and various assumptions were considered and incorporated into this document by PSNI with the intention of delivering a balanced budget.

Members noted that based on the Resource Plan provided by PSNI, and despite an apparent increase of 3.4% awarded for the 2020/21 year there was still a shortfall between what the PSNI required and the budget awarded by the DoJ.

The PSNI's T/Director of Finance and Support Services and PSNI T/Head of Finance attended the meeting and noted that while the PSNI 2020/21 Budget received from the DoJ represented a 3.4% increase compared to 2019/20

Budget, it did not represent a real increase as the additional monies would be used to cover the uplift in officers' salaries awarded in early 2020, and to try and increase officer numbers to 7000 as was outlined in the New Decade, New Approach document. It was noted that no additional monies had been received in relation to the PSNI's three Strategic Outline Cases (**SOCs**) in the areas of (i) officer numbers (ii) PSNI estate and (iii) digitalisation, and so the PSNI were planning to divert some of the 2020/21 budget to progress the SOC. The PSNI's T/Director of Finance and Support Services therefore confirmed that PSNI regarded this effectively as a "*standstill budget*."

The PSNI's T/Director of Finance and Support Services noted that the draft Resource Plan detailed how the PSNI was intending to invest monies, in the medium term, on maintenance of the PSNI estate which had been deferred in previous years and so there was a backlog of maintenance that had to be completed.

The PSNI's T/Director of Finance and Support Services noted the planned investment in capital to establish remote and agile working within the PSNI as detailed within the Digitalisation SOC.

Members discussed the shortfall between the draft Resource Plan and 2020/21 Budget and the PSNI's T/Director of Finance and Support Services noted that the PSNI were hopeful of receiving additional UK Treasury Funding in the form of Brexit funding and Fresh Start Funding but that had not yet been confirmed.

Members discussed the PSNI's 2020/21 Budget and draft Resource plan in the absence of the PSNI's T/Director of Finance and Support Services and T/Director of Finance. Members agreed that they required a clear overview of what contingencies PSNI would put in place should it bid for money in-year and not receive same. Members discussed that there was currently a

requirement for in/around £767 million however the draft Resource Plan only accounts for in/around £758 million. Members noted that the biggest element of the shortfall related to £4 million for EU Exit Funding and £5 million for Additional Security Funding (**ASF**).

Members agreed to seek advice from the PSNI on contingency steps the PSNI will take to make up the deficit, in the event that their assumptions about EU Exit Funding and ASF monies do not materialise in year.

It was agreed therefore that the Chief Executive should write to the Deputy Chief Constable seeking this assurance and the related information. **(AP2)**

## **7.7 PSNI Management Accounts and Financial Information to the end of April 2020**

The PSNI T/Head of Finance presented a paper which detailed PSNI's spend during April 2020 and noted that comparisons to the PSNI's budget spend at the end of April 2019 had been included within the paper because at the time of preparation the PSNI had not received details of the 2020/21 Budget from the DoJ.

The T/Head of Finance noted that provided within the paper were details of the PSNI's spending as a result of COVID-19. Members requested that the T/Head of Finance to provide details of the PSNI's overtime spend in April 2019 the Committee so that a comparison could be made to the spend during April 2020 **(AP3)**

Members further discussed the changed PSNI officer shift pattern as a result of COVID-19 and the impact that it had on PSNI's overtime costs. The T/Director of Finance and Support Services updated Members on the officer and staff absence rate that the PSNI had forecasted at the beginning of the

COVID-19 pandemic, and noted that the worst case scenario had not materialised and that some overtime was still required within the police service despite the changed officer shift pattern. Following discussion the Chair agreed to write to the Chief Constable seeking further information about the PSNI'S overtime costs incurred during April 2020. **(AP4)**

## **7.8 HR Dashboard**

The Chair welcomed Ms Yvonne Cooke, PSNI Head of Human Resources to the meeting.

The Committee noted the PSNI HR Dashboard. NOTED.

The PSNI Head of Human Resources briefed the Committee on a number of issues including:

- The PSNI's staff and officer attendance rate given the COVID-19 pandemic, and comparison with other UK police service attendance rates.
- The launch of PSNI staff and officer survey to gauge morale during COVID-19. The results of the survey would be made available to the Committee in due course.
- Planning underway with the PSNI's independent recruitment agency to progress the officer recruitment campaign and establish Assessment Centres, and modifications being put in place to ensure compliance with COVID-19 guidance and social distancing.
- The ongoing development of the PSNI's People Strategy which would be shared with the Committee for review and challenge. The importance of culture and behaviours within the People Strategy was discussed and the PSNI's Head of Human Resources noted that they were incorporated within the Strategy.

Members asked the PSNI Head of Human Resources questions on the following issues:

- The 2020 recruitment campaign statistics which indicated that the applications received from Catholic and female applicants remained flat. The PSNI Head of Human Resources noted that the PSNI's engagement and outreach to appeal to applicants, and the research work had been completed previously by Deloitte on the barriers to recruitment within the working class community and agreed to share this with the Committee. **(AP5)**
- The process within the PSNI to extend an officer full salary when eligible for half salary.

The Chair thanked the PSNI Head of Human Resources for attending the meeting.

## **7.9 COMMITTEE FORWARD WORK PROGRAMME**

Members discussed the Committee's 2020/21 Work Programme, the Committee's priorities and the scheduling of briefings throughout the year.

## **8. QUESTIONS FOR THE CHIEF CONSTABLE**

Members agreed not to submit any questions to the Chief Constable.

## **9. COMMUNICATIONS ISSUES / OPPORTUNITIES**

There were no communication issues raised.



**10. ANY OTHER BUSINESS**

No other business was conducted.

**11. DATE OF NEXT MEETING**

It was noted that the next meeting would be held on Thursday 18 June 2020.

(Meeting closed at 4.48pm).

**RESOURCES DIRECTORATE**

**Date:** May 2020

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**Chair**